

Susan's Academy of Dance, Inc.

<http://www.susansacademyofdance.com>

Class Schedule 2010 - 2011

MONDAY		Tap/Bal/Tumb	Ballet B	Jazz D	Tap D
		Ages 4 - 5	Ages 10 & up	Ages 10 & up	Ages 10 & up
		4:00 - 5:30	5:30 - 6:30	6:30 - 7:45	7:45 - 8:15
		Tap C	Jazz C	Ballet A	Contemporary/Lyrical
		Ages 8 - 10	Ages 8 - 10	Ages 8 - 10	Ages 8 - 10
		3:45 - 4:15	4:15 - 5:15	5:15 - 6:15	6:15 - 7:00
		Contemporary/Lyrical		Zumba Toning	Zumba Fitness
		Ages 10 & up		(\$5 a class or both for \$8)	(\$5 a class or both for \$8)
		4:30 - 5:30		5:45 - 6:30	6:30 - 7:30
TUESDAY	Intro. to Dance	Contemporary/Lyrical	Primary Ballet	Jazz A & B	Tap A & B
	2 Year Olds	Ages 6 - 8	Ages 6 - 8	Ages 6 - 8	Ages 6 - 8
	9:00 - 9:45	4:00 - 4:45	4:45 - 5:30	5:30 - 6:30	6:30 - 7:00
		Hip Hop	Advanced Tap	Advanced Jazz	Advanced Ballet
		Ages 12 & up	Ages 13 & up	Ages 13 & up	Ages 13 & up
		3:45 - 4:45	4:45 - 5:30	5:30 - 7:00	7:00 - 8:00
	Tap/Bal/Tumb	Tap/Bal/Tumb	Intro. to Dance	Zumba	Pointe
	Ages 3 - 4	Ages 3 - 4	2 Year Olds	(\$5 a class)	(placement by teacher)
		10:00 - 11:30	4:00 - 5:30	5:30 - 6:15	6:30-7:30
WEDNESDAY		Jazz/Tap/Ballet		Tap/Bal/Tumb	
		Ages 5 - 6		Ages 3 - 4	
		4:00 - 5:30		5:30 - 7:00	
		Cheer & Tumbling	Tumbling	Tap/Bal/Tumb	
		Ages 6 - 10	Ages 10 & up	Ages 4 - 5	
		4:00 - 5:00	5:00 - 6:00	5:30 - 7:00	
		Turns & Leaps	Stretch & Flex	Turns & Leaps	
		Ages 12 & up	Ages 9 & up	Ages 9 - 12	
		4:00 - 4:45	4:45 - 5:30	5:30 - 6:15	
THURSDAY		Hip-Hop	Hip-Hop	Company (petites)	Company (seniors)
		Ages 9 - 11	Ages 6 - 8	By audition only!	By audition only!
		3:45 - 4:45	4:45 - 5:30	5:30 - 7:15	5:45 - 7:45
		Contemporary/Lyrical	Int./Adv. Ballet	Company (minis)	Company (juniors)
		Ages 12 & up	Ages 12 & up	By audition only!	By audition only!
		3:45 - 4:45	4:45 - 5:45	5:30 - 7:00	5:45 - 7:45
				Zumba Toning	Zumba Fitness
				(\$5 a class or both for \$8)	(\$5 a class or both for \$8)
			5:45 - 6:30	6:30-7:30	
FRIDAY	Tap/Bal/Tumb (CDS)				
	Ages 3 - 4				
	12:00 - 1:15				
SATURDAY	Tap/Bal/Tumb				
	Ages 3 - 5				
	9:00 - 10:30				

Schedule Subject to Change

108 5th Street

Daphne, AL 36526

251-626-3835

Student Registration Form 2010-2011

DATE: _____

Student's Name: _____ Name preferred: _____
(Student's name as it will appear in recital program)

Address: _____

City: _____ State: _____ Zip Code: _____ Hm Phone: _____

Date of Birth: _____ Age: _____ School: _____ Grade: _____

Parent 1: _____ Phone Hm _____ Wk _____ Cell _____

Parent 2: _____ Phone Hm _____ Wk _____ Cell _____

Parent's E-Mail Address: _____

Student's E-Mail Address: _____ Student's Cell: _____

Student's Medical Info: _____

Doctor's Name: _____ Phone: _____

Person Responsible for Account: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Hm Phone: _____ Wk Phone: _____ Cell Phone: _____

Person to Contact In Case Of Emergency (other than parent or guardian):

Name: _____ Phone: _____

Relationship to student: _____

Please List Dance Experience If Any, Where, Type, and How Long?

Year Started at Susan's _____

108 5th Street
Daphne, AL 36526
251-626-3835

Student Registration Form 2010-2011

How Did You Hear About Susan's Academy of Dance?

Newspaper _____ Phone Book _____ Flier _____ Friend _____ Internet _____ Parent Magazine _____ Other _____

If By Friend, Whom? _____

If By Other, How? _____

Please List the Day, Class, and Time You Would Like to Register For:

DAY	CLASS	TIME
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Parent's Signature: _____

Please indicate 1(one): Monthly _____ Every 3 months _____ 1/2 year _____ Full year (5%discount) _____

If you would like to pay registration by debit or credit card: Visa MasterCard American Express Discover

Card Number _____ Security Code _____ Expiration Date _____

Card Holder's Name _____ (name as it appears on card) \$ _____ (amount)

Signature of card holder _____

FOR OFFICE USE ONLY

Registration Fee Paid: _____ Check#: _____ Cash: _____ Credit Card: _____

Tuition Paid: _____ Check#: _____ Cash: _____ Credit Card: _____

108 5th Street
Daphne, AL 36526
251-626-3835

2010-2011 FEES

Registration Fee (For one Family Member)	\$30.00 (Non-Refundable)
Each Additional Family Member	\$15.00 (Non-Refundable)

Monthly Tuition Rates

30 Minutes per Week	\$35.00 per Month
45 Minutes per Week	\$40.00 per Month
1 Hour per Week	\$45.00 per Month
1 ¼ Hours per Week	\$48.00 per Month
1 ½ Hours per Week	\$52.00 per Month
1 ¾ Hours per Week	\$60.00 per Month
2 Hours per Week	\$65.00 per Month
Private Lessons	Special Arrangement

After 2 Hours – For each additional hour add \$26.00 per month or \$6.50 for each ¼ hour

Unlimited Hours - \$200.00 per Month per Student

(Private lessons, Dance Company monthly fees, and Zumba classes are not included in unlimited hours.)

MULTIPLE CLASS OR FAMILY DISCOUNT - HOURS SHOULD BE ADDED TOGETHER BEFORE PRICING

(1 Hour Class per week + 1 Hour Class per week would be \$65 a month, not \$90 a month)

POLICIES AND PROCEDURES 2010-2011

PLEASE INITIAL EACH POLICY AND SIGN AT THE BOTTOM

_____ **REGISTRATION FEE:** A \$30.00 non-refundable Registration fee is required for the first member of each family. Each additional family member is \$15.00. This fee is due when your child signs up for dance class.

_____ **PAYMENT OF TUITION FEES:** Tuition may be paid by the following choices (please choose one):

_____ Monthly _____ every 3 months _____ ½ year _____ full year (5% discount)

Tuition is due on the 1st and late after the 10th of each month. There will be a \$10.00 late fee added to your account after the 10th of each month, if there is an outstanding balance. Payment may be made by cash, check, debit or credit card. You may sign up to have tuition charged monthly to your debit or credit card which is what we prefer.

All NSF transactions will be charged a \$35.00 NSF Fee.

Tuition is the same amount (September – May) regardless of the number of lessons in that month. We take into consideration holidays, dismissals, and recital when figuring our monthly tuition rates.

_____ **WITHDRAWALS AND REFUNDS:** There is a two-month minimum for all lessons. One month notice from the first of the month is required to discontinue any classes. Withdrawal must be done in person and will not be accepted over the phone. Withdrawal must be done at the dance school office and not with the teacher. Withdrawal must occur within the first 7 days of the month. No withdrawals will be accepted after April 1. To withdraw from class a parent or adult must:

1. Inform dance school administration in person, and
2. Complete and sign a withdrawal form provided by the dance school office.

No refunds will be given for costume deposit after January 1st. Susan's Academy of Dance reserves the right to terminate lessons to any students without notice. In such a case a refund for unused lessons will be given.

_____ **COSTUMES:** Costume deposit must be paid by November 1, 2010. No costume deposits will be refunded after January 1, 2011 if the student withdraws from the school. The deposit required is \$25.00 for each costume. The balance on recital costumes is due no later than Saturday, February 5, 2011. Payment for costume must be made by cash or check. No credit or debit cards! Once permission slip and costume deposits have been turned in, you are obligated to pay the balance of your child's costumes. Should you decide (at a later date) not to participate in the recital you will still be responsible for the balance of your child's costumes, unless we are able to cancel your order. Costumes may not be taken home until **ALL** outstanding balances are paid (even if costume is paid for). This includes tuition (May tuition too), late fees, recital fees, etc. If you register in January or later, it is not guaranteed that we can get a recital costume for your child.

_____ **INSURANCE:** Susan's Academy of Dance, Inc. does not carry medical insurance for its students. It is advisable that all dance students be covered by their own family insurance policies and if injury occurs it is understood that the student's own policy is your only source of reimbursement.

_____ **ATTENDANCE AND LATENESS:** The school reserves the right to have students sit out, if they come late to class. Good attendance is imperative, as absences and tardiness can hold back an entire class, and the studio cannot jeopardize its responsibilities to the rest of the class for one student. Please make every effort to have your child at every class. Tuition will not be discounted or refunded if your child misses class. Please do not bring your child to class if they are ill. We would appreciate a call to let us know that he/she will not be attending that day (we DO worry!) If a child becomes ill during their class, a parent will be contacted to come and pick the child up as soon as possible! Missed classes cannot be made up or refunded!

_____ **DRESS CODE:** Required dance wear and dance shoes must be worn to all classes. Failure to wear required dancewear can result in students being asked to sit out of class. Repeated failure to wear required dancewear can result in termination of lessons.

_____ **CLASS ATTIRE:** Individual ballet classes (Primary Ballet – Adv. Ballet) must wear black leotard, theatrical pink tights, and pink ballet shoes. Hair must be in a ponytail or bun. All other classes may wear any color or style dance clothes (leotard, tights, etc.), and the appropriate dance shoes for that class. Softe shorts, baggy pants, and baggy t-shirts are not appropriate dancewear for class. Leather ballet shoes are required for ballet, not the satin ballet house slippers from Wal-Mart and Target. Hair must be out of face and off neck. Your child's name (first and last) **MUST** be in their entire dance supplies! If left, we would like to return it to you, but we cannot if there is no identification!

108 5th Street
Daphne, AL 36526
251-626-3835

POLICIES AND PROCEDURES 2010-2011

PLEASE INITIAL EACH POLICY AND SIGN AT THE BOTTOM

_____ **HOLIDAYS:** Holidays will generally follow the public school schedules. A holiday schedule will be handed out the first week of classes. Classes are not made up if they fall on a holiday. Tuition is not discounted if a holiday falls on your child's class. When considering our tuition rates we take into account the holidays. We do not close for teachers' workdays.

_____ **PRIVATE LESSONS:** Private lessons are available by special arrangement to learn a routine for a competition or pageant, for extra technique help, or extra help if classes have been missed, etc. Fees will be discussed at time of arrangement.

_____ **CLASS OBSERVATION:** Parents' observation days will be December 13-18, 2010. Observing the class at other times is not allowed. This is a school – and just like other schools it is important for your child to be able to concentrate and avoid distractions.

_____ **PARADES:** Christmas parade participation is optional. If you choose to let your child participate, the proper costume must be purchased. Please note that the Chamber is limiting the size of our group, so participation will be based on the first to sign up. You will be notified when to sign up. The parades that we will participate in are: Daphne – Friday, December 3, 2010 and Spanish Fort – Saturday, December 4, 2010.

_____ **RECITAL:** Our tentative recital date is Saturday, May 14, 2011 at the Faulkner State L.D. Owen Performing Arts Center in Bay Minette. Tentative mandatory rehearsal for recital is Wednesday, May 11, 2011 for the 12 o'clock show and Thursday, May 12, 2011 for the 4 o'clock show. Every enrolled family will receive 2 free tickets to the school recital. If additional tickets are needed they may be purchased. Recital tickets will not be handed out until **ALL** fees including costumes and May tuition have been paid! **Recital is optional!**

_____ **RECITAL FEES:** There is a recital fee of \$40.00 per family if a child will be performing in the annual recital. The fee is due by January 15, 2011. Each Family will receive a keepsake recital program, 4 additional recital tickets, and admission for the student with their recital fee. If additional tickets are needed they may be purchased.

_____ **CLASS CANCELLATION:** Classes will be held except in the following situations: teacher illness when a substitute is not available, snow, ice, or dangerous weather. If you have a question about class, please call to see if we are there!

_____ **OTHER:**

- If you have any questions or comments please feel free to discuss it with us whenever it does not interfere with a class. We are always interested in improving our dance education program. Appointments may be made.
- Once students are at the dance studio, they will not be allowed to go elsewhere (ex: restaurants, Circle K, park) for your child's safety.
- We will not be responsible for letters that do not make it home. Every letter will be posted inside the dance studio for your convenience.
- If you change your phone number or move to a new address, please notify us as soon as possible.
- We are not a babysitting service, so please do not drop your child off more than 30 minutes before their class and please pick them up promptly after their class is over.
- By signing this form, you authorize Susan's Academy of Dance, Inc. to take any dance related media of your child/children and to use any media in advertisements, web sites, newspapers, etc. without compensation.

REMEMBER! WE PROMISE NOT TO BELIEVE EVERYTHING YOUR CHILD TELLS US THAT HAPPENED AT HOME, IF YOU PROMISE NOT TO BELIEVE EVERYTHING SHE/HE TELLS YOU ABOUT DANCE CLASS! IF YOUR CHILD OR YOU HAVE A PROBLEM WE NEED TO KNOW ABOUT IT IMMEDIATELY. WE CAN'T FIX SOMETHING IF WE DON'T KNOW!

AND REMEMBER, WE **ALL** HAVE BAD DAYS NOW AND THEN – EVEN CHILDREN!

Student's Name (please print)

Signature of Parent or Adult

Date Signed

108 5th Street
Daphne, AL 36526
251-626-3835

Dance Rules

- 1) DO NOT wear dance shoes outside.
- 2) NO gum chewing during dance classes.
- 3) Hair should be worn up (ponytail, bun, etc.) and must be out of the student's face.
- 4) Cover-ups are to be worn when going to and coming from dance class.
- 5) Individual ballet classes (Pre-Primary Ballet – Adv. Ballet) are required to wear black leotard, theatrical pink tights, and leather ballet shoes. Other students are allowed to wear any color or style leotard, tights, etc. as long as it is proper dance attire, and appropriate dance shoes for their class.
- 6) NO street shoes allowed on the dance floor; clean rubber soled tennis shoes are allowed for Zumba classes.
- 7) NO jewelry should be worn in dance class.
- 8) NO food or drinks allowed in the studio (only in the lobby and/or snack area).
- 9) Please be courteous and keep talking down to a minimum when waiting for your class to begin.
- 10) Please use the restroom **before** dance class.
- 11) Parents are welcome to wait for students in the lobby area, but please keep talking down. Parents will NOT be allowed to view classes, but will be invited to observe on Visitor's Day.
- 12) Students MUST stay inside the dance school when they are dropped off and while waiting to be picked up.

I HAVE READ THE ABOVE LIST OF RULES AND WILL TRY TO HELP ENFORCE THEM WITH MY CHILD.

Parent's Signature _____

Date _____

Student's Name _____

108 5th Street
Daphne, AL 36526
251-626-3835

RELEASE AND HOLD HARMLESS AGREEMENT

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned parents, parent or guardian of the minor, _____ do hereby agree with SUSAN'S ACADEMY OF DANCE, INC., recognizing some forms of dance involve activity that entails certain hazards and that said minor may possibly sustain injuries in the participation of such dance activities wishing for said minor to participate in said classes it is agreed that as part of the consideration for instructing said minor, we, individually and on behalf of said minor do hereby release said SUSAN'S ACADEMY OF DANCE, INC., its teachers and agents from any and all liability for personal injuries to said minor arising out of the participation in the dance classes. We do further agree to indemnify and hold harmless SUSAN'S ACADEMY OF DANCE, INC., its teachers and agents from any and all demands, damages, suits, expenses and judgments that may be brought against all or any of them on behalf of said minor.

SIGNED this _____ day of _____, 2010.

Parent's Signature

Parent's Name (please print)

Witness: _____

108 5th Street
Daphne, AL 36526
251-626-3835

